

Towson University Event Sound and Outdoor Lighting Guidelines

Objective:

In order to maintain a safe environment and positive relationships with all neighborhoods adjacent to Towson University the following event guidelines have been established, pursuant to the Code of Maryland Regulations (COMAR). Specific details should be communicated by those University individuals with direct knowledge of each event.

Processes:

Event and Conference Services (ECS) will provide regular updates to the Vice President for Student Affairs and the Office of the President of events that could be a concern to the neighbors. These events will then be communicated at neighborhood association meetings and through other communication vehicles, as determined by Towson University.

ECS or Environmental Health and Safety (EH&S) will staff and monitor indoor and outdoor entertainment events, specifically, concerts and Disc Jockeys using electronically amplified sound. Sound settings will be predetermined for athletic contests and other public competitions held within Towson University's Athletics District so that electronically amplified sound does not exceed the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02. If EH&S is not measuring sound levels, it will be the responsibility of ECS.

Aforementioned events of this type are NOT permitted adjacent to an academic building when classes are in session without the AVP of Campus Life's approval, except as outlined in the *"Guidelines for Electrified Amplified Music and Speaking Activities in the Core, Outside Areas of Campus."*

The event plan for setup, scheduled hours and dBA measurement locations must be reviewed with the Director of ECS during the event planning process for non-routine events.

Approvals to extend an event as detailed in the guidelines outlined below must be granted by the Office of the President and will be requested from:

- Internal Events – Vice President of Student Affairs or designee
- External Events – Vice President of Administration & Finance and Chief Fiscal Officer or designee

Definitions and Noise Standards:

(SEE COMAR 26.02.03.http://www.dsd.state.md.us/comar/subtitle_chapters/26_Chapters.aspx):

Towson University's standards for environmental noise and exceptions for noise will comply with COMAR standards.

Equipment Required:

Type II sound level meter operated in the “A” weight scale-fast response with an exchange rate set at 3 dBA – to be used at the property line.

Lower grade sound meter will be used in “A” scale to obtain a reading that may be used to set the volume based on the property line readings using the above Type II meter during sound checks. Readings will continue to be monitored throughout the event.

Training:

Anyone using the sound level meters must be thoroughly trained on each meter to ensure compliance with the Noise Standards defined below.

All technical personnel responsible for lighting in the Towson Center Arena during events where the lights will be adjusted down must be trained to understand and comply with the Towson Center Arena Lighting Standard.

Noise: Outdoor Events

Entertainment events, specifically, concerts and Disc Jockeys using electronically amplified sound will be monitored at the University’s property line with a sound level meter operated by University staff (ECS or EH&S). Readings will be taken before the start of the event or gathering during the sound check and every half hour during the event. Information taken from these readings will be immediately relayed back to the concert sound control point for volume adjustment as appropriate. Sound levels will be set to ensure we do not exceed the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02.

Weekdays – Electronically amplified sound should normally cease by 10 p.m. even if such events or gatherings are being conducted beyond this time. However, there will be occasions where an athletic contest, band competition or other non-concert event has not been completed by 10 p.m. and therefore will continue to use electronically amplified sound so long as it does not exceed the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02.

Weekends – Electronically amplified sound should normally cease by 11 p.m. even if such events or gatherings are being conducted beyond this time. However, there will be occasions where an athletic contest, band competition or other non-concert event has not been completed by 11 p.m. and therefore will continue to use electronically amplified sound so long as it does not exceed the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02.

Noise: Indoor Entertainment Events**Burdick Hall, Towson Center, and SECU Arena**

Entertainment events, specifically, concerts and Disc Jockeys using electronically amplified sound will be monitored at the University’s property line with a sound level meter operated by University staff (ECS or

EH&S). Readings will be taken before the start of the event or gathering during the sound check and every half hour during the event. Information taken from these readings will be immediately relayed back to the concert sound control point for volume adjustment as appropriate. Sound levels will be set to ensure we do not exceed the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02.

The Event Managers assigned to the event will ensure that all external doors, including the rollup doors (setup as emergency exists) are closed during all sound checks and throughout the event or gathering. The event plan for setup, hours, and dBA measurement locations must be reviewed with the Director of ECS during the event planning process.

EXCEPTIONS: Exceptions, such as but not limited to, *Tigerfest*, *Mid-Night Madness*, *Tiger-THON* or *The American Cancer Society's Relay For Life*, to the volume standard must be approved by the Vice President of Student Affairs or designee. If an exception is made the sound measurement must not exceed dBA peaks equivalent to reflect the maximum allowable noise levels for residential areas, pursuant to COMAR 26.02.03.02.

Lighting Guidelines:

SCOPE: For public safety and security purposes, lighted areas such as but not limited to, public roads, sidewalks, garages, storage facilities, pathways, walkways, parking lots, crosswalks, or bridges, are not subject to the following lights guidelines.

Burdick Fields

The Burdick Fields Lights are to be programmed to reduce to 50% at 11 p.m. unless approved in advance for a compelling reason and where there is sufficient time to notify any potentially affected communities. Events must end by 11 p.m. at which time the field lights will be programmed to reduce to 50% to ensure safe egress from Burdick Field. AT 11:15 p.m., the lights will be programmed to turn off. Based on the level of break down required and anticipated egress time for guests, an event end time may be extended with prior approval.

Unitas Stadium

The field lights for Minnegan Field (Unitas Stadium) will be reduced to working lights by 11 p.m. There will be times where this may not be possible as an event has not been completed at 11pm or egress lighting is required. Additionally, field light at times will be required for an early morning setup.

(revised 10. 2014)